

# CO-OPERATIVE FEDERATION OF VICTORIA LTD

## MINUTES OF BOARD MEETING

held at Victorian Producers' Co-operative Co., Brooklyn, on

THURSDAY 12 OCTOBER 1995

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**65/95 PRESENT:**

J. Evans  
J. Gill  
D. Griffiths  
B. Harford  
V. Hughes  
I. Rissstrom  
A. Gill Secretary

**66/95 ELECTION OF CHAIRMAN:**

The Secretary took the chair and called for nominations for a director to act as chairman of the Federation over the coming year. One nomination was received.

***Resolved***

*"That John Gill be elected Chairman of the Board for the coming year."*

Mr. Gill took the chair and welcomed the new director, Mr. David Griffiths.

**67/95 APOLOGIES:**

D. McMullan.

***Resolved***

*"The apologies are accepted."*

**68/95 MINUTES PREVIOUS MEETING:**

***Resolved***

*"The resolutions passed at the meeting on 25 August, 1995 be approved."*

*"The minutes of the Board meeting held on 25 August, 1995 be confirmed as a true and correct record of that meeting and be duly signed by the Chairman."*

**69/95 BUSINESS ARISING FROM MINUTES:**

**Letter to S. Chenery**

The Secretary read the letter sent to Mr. Chenery.

**Government grant**

The Secretary advised that he had submitted an application for a grant from the Justice Department, and that the grant has been approved.

### **Government grant (cont)**

#### ***Resolved***

*That the grant funds, when received, be deposited in a 6 month term deposit with IOOF Building Society."*

### **Proposal for Research Projects**

The Board considered a proposal by Mr. Vern Hughes for the Federation to undertake a research project on co-operative opportunities in Victoria.

#### ***Resolved***

*"The Board agrees in principle to undertake research on co-operative opportunities and to issue a series of discussion papers."*

*"That Mr. Vern Hughes be appointed Project Co-ordinator."*

*"That a committee comprising Mr. Hughes, Mr. Griffiths and the Secretary be established to investigate the potential of publishing research papers on co-operatives in the forestry, local government and utility industries, and for Mr. Hughes to report to the next meeting on interest in the topics."*

### **Annual General Meeting and Dinner**

The Secretary gave a report on the annual meeting and dinner.

#### **70/95 CORRESPONDENCE:**

Incoming and outgoing correspondence was tabled.

The Secretary referred Directors to an account from Grant Thornton for the provision of income tax advice. The Chairman advised that the advice did not reflect the original instructions to Grant Thornton. The Board agreed for the Chairman to follow up Grant Thornton to reduce the amount billed.

#### ***Resolved***

*"That incoming and outgoing correspondence be approved."*

#### **71/95 MEMBERSHIP:**

### **Applicants for membership**

The Secretary advised that no applications for membership have been received since the last Board meeting.

### **Member delegates**

#### ***Resolved***

*"That the following delegates be accepted pursuant to the rules:*

<b><i>Name of Nominee</i></b>	<b><i>Member Co-operative</i></b>
<i>Mr. Brian Macintosh</i>	<i>Gippsland Tip Truck Hiring Co-operative Ltd</i>
<i>Mr. Brett Constable</i>	<i>Macaulay Community Enterprise Network Co-operative Ltd."</i>

**72/95 FINANCIAL REPORT:****Profit and loss statement etc**

The profit and loss statement and balance sheet for September, bank balance at 30 September and term deposit details were received by the Directors.

***Resolved***

*"That the financial accounts be adopted."*

**Accounts payable**

The Secretary tabled a list of accounts for August and September for payment.

***Resolved***

*"That the accounts as presented be approved for payment."*

**Withdrawal from term deposits*****Resolved***

*"That the balance of funds (approx \$1,950) held in term deposit 3674-5000-7824 at the Commonwealth Bank be transferred upon maturity to the cheque account to meet expenses likely to be incurred to the next Board meeting."*

*"In the event of insufficient funds being received from member subscriptions to meet expenses to the next Board meeting, that funds be withdrawn from IOOF Building Society."*

**73/95 STATE GOVERNMENT REPORT:****Co-operatives legislation**

The Secretary advised that the Victorian Justice Department is likely to begin work on a co-operatives bill later this year for possible introduction in the 1996 autumn session of State Parliament. The Secretary further advised that due to reduced resources, the Department is considering using the 1992 Co-operatives Bill introduced by the former government as a basis for the new act.

***Resolved***

*"The Board agrees that the 1992 Co-operatives Bill be used as a basis for a new Victorian act, subject to amendments."*

*"That the Secretary distribute a copy of the 1992 bill with recommended amendments to the Directors before the next Board meeting."*

**Office of the Victorian Regulator-General**

Mr. David Griffiths gave a report on the recent activities of the Office.

**74/95 SECRETARY'S REPORT:****Tasks performed during August and September**

A report on tasks performed by the Secretary during August and September will be distributed to Directors with the Board minutes.

**Community co-operatives seminar**

The Secretary tabled a report on the seminar. The Secretary advised that the seminar was a success with 72 participants from 39 co-operatives in attendance, and that the loss of the seminar was \$888 compared to the budgeted amount of \$1,500.

**Co-operative brochure**

A revised draft of the brochure was previously distributed to Directors.

***Resolved***

*"That Directors contact the Secretary within the next two weeks on their comments on the revised brochure, after which the brochure be printed."*

**The Weekly Times feature**

The Secretary reported that over 20 co-operatives have committed about \$13,000 to the feature, and that he had supplied editorial to the newspaper. The Secretary also reported that the Chairman had authorised the expenditure of \$500 for the Federation to advertise in the feature.

***Resolved***

*"The Board authorises the expenditure of \$500 for the feature."*

**Co-operative curriculum in schools**

The Secretary advised that due to more pressing commitments over the past two months, little work has been done on the extent of co-operative curriculum in schools.

**75/95 GENERAL BUSINESS:****Filling casual vacancy on the Board**

Mrs. Valerie Ogier of the Municipal Association of Victoria Co-operative Purchasing Scheme Ltd has confirmed her interest in being a Director.

***Resolved***

*"That the Mrs. Valerie Ogier be appointed as a Director to fill the vacancy on the Board in the place of Stephen Chenery."*

**Co-operatives on the Internet**

Mr. David Griffiths gave a report on a proposal by Co-operative Energy Ltd to distribute co-operative material on the Internet.

**Co-operatives on the Internet (cont)*****Resolved***

*"The Board agrees to be co-publisher with Co-operative Energy Ltd of co-operative material on the Internet, without cost to the Federation."*

**National co-operatives newsletter**

The Chairman, with the agreement of the other Directors, adjourned the meeting to hear a presentation by Substitution Pty Ltd on a national co-operatives newsletter.

***Resolved***

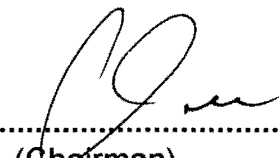
*"That the Board agrees, in principle, to the concept of a national co-operatives newsletter, and agrees to distribute a questionnaire prepared by Substitution Pty Ltd to members to gauge the response to such a newsletter."*

**76/95 NEXT MEETING:*****Resolved***

*"That the next ordinary Board meeting be held at VPC Wool Store, Brooklyn on Thursday 14 December, 1995 commencing at 10.30 pm."*

**77/95 CLOSE:**

The meeting closed at 1.30 pm.

Signed .....  ..... Date: 14/12/95  
(Chairman)

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## APPENDIX

### ACCOUNTS PAYABLE AUGUST - SEPTEMBER 1995

The following accounts for August and September were approved at the Board meeting of 12 October, 1995:

<u>PAYEE</u>	<u>PURPOSE</u>	<u>AMOUNT</u>
<b><u>August 1995</u></b>		
Anthony Gill	Corp Services, August '95	1520.00
Daylesford Video	Fax	109.60
	Photocopy	599.15
Denhams Newsagency	Stationary	70.15
Petty Cash	Postage 1	89.90
	Postage 2	99.65
<b>TOTAL</b>		<b><u>\$2,488.45</u></b>
<b><u>September 1995</u></b>		
Anthony Gill	Corp Services, Sept '95	1520.00
	Printing (Plunkett, Annual Report, Newsletter)	326.96
	Fee, Community Seminar	1200.00
Asia Pacific Centre	Fee, Community Seminar	800.00
Community Network	Accounting fee, annual report	200.00
Corrs Chambers	Printing Community Seminar	163.20
Daylesford Video	Fax	106.10
	Photocopy	351.85
Denhams Newsagency	Stationery	152.65
Petty Cash	Postage 1	99.60
	Postage 2	99.80
RACV Club	Meals, Annual Dinner	1093.95
Urban Camp Co-op	Catering Community Seminar	490.00
<b>TOTAL</b>		<b><u>\$6,604.11</u></b>